



FYE 2015
Transportation Fund for Clean Air (TFCA)
Regional Fund

Guidance and Application Workshop

**for Shuttle/Feeder Bus Service and
Regional Ridesharing Projects**



Application Workshop Agenda

- **Introduction to Air District and TFCA Program**
- **Review of Guidance:**
 - Overview of TFCA Regional Fund Policies
 - Evaluation Criteria
 - Eligible TFCA Costs
 - Application Submittal
 - Insurance Requirements
- **Application Instructions**
- **Helpful Hints**
- **Timeline**
- **Q & A**



Bay Area Air Quality Management District (Air District)

NINE COUNTY JURISDICTION OF THE BAAQMD



- **Established in 1955**
- **9 Counties**
- **7 million residents**
- **5,340 square miles**
- **Mission: To protect and improve public health, air quality, and the global climate**



Transportation Fund for Clean Air (TFCA) Regional Fund

- \$4 surcharge on motor vehicle registrations
- **Regional Fund** (60% allocated directly by Air District)
 - Shuttles and ridesharing
 - Electronic bicycle lockers (e-lockers)
 - Other eligible project types later this year
- **County Program Manager Fund** (40% allocated by Congestion Management Agencies)
 - Shuttle and ridesharing projects
 - Variety of other project types



FYE 2015 - Shuttle/Feeder Bus Service and Regional Ridesharing Program

- **Funding Availability:** \$4 Million
- **Eligible Applicants:** Only public agencies
- Applications due by

August 11, 2014, 4 PM

*Board resolutions may be submitted after the due date, but no later than **September 15, 2014***



FYE 2015 Guidance, Policies, and Evaluation Criteria



Appendix A: FYE 2015 Policies – Overview

Projects must comply with Board-adopted Policies

- General and project type-specific Policies
- Shuttle/feeder bus service Policies: **#27 and #28**
- Regional Ridesharing Policy: **#29**





Appendix A:

Summary of Changes for FYE 2105

- **Shuttle/Feeder Bus Requirement Clarifications (Policy #27)**
Explicit definition of duplication, inclusion of language that specifies that service must be open to the public.
- **Shuttle/Feeder Bus New Requirement (Policy #27)**
All applicants must provide a 5-year plan for financing the service.
- **Pilot Shuttle Feeder Bus New Requirements (Policy #28)**
All applicants must provide a 5-year plan for financing the service and a letter from the local transit agency that demonstrates the applicant has attempted to coordinate service.
- **Changes to Cost-effectiveness (C/E) Limits (Policy #2, #27, and #28)**
Changes to the C/E limits for Pilot Shuttle/Feeder bus services in CARE Areas and PDAs and increases the C/E limits of both Existing and Pilot Shuttle/Feeder bus services.
- **Regional Fund Evaluation Criteria Changes**
CARE Area map was updated and expanded to include Episodic Areas.



Appendix A: Shuttle/Feeder Bus Service (#27)

- Route connects passengers from a mass transit hub (e.g., rail or Bus Rapid Transit (BRT) station, ferry or bus terminal or airport) to a distinct commercial or employment area
- Proposed Service cannot duplicate existing service.
- If an applicant is not a transit agency or district, it must provide documentation to demonstrate that the proposed service does not duplicate or conflict with existing service
- Grant funding may only be used to pay for commuter peak-hour service (**5 AM – 10 AM** and/or **3 PM – 7 PM**)
- Cost effectiveness limit = \$125,000 (Policy 2)





Appendix A:

Duplication Definition

27.d: The project may not duplicate existing local transit service or service that existed along the project's route within the last three years. "Duplication" of service means...

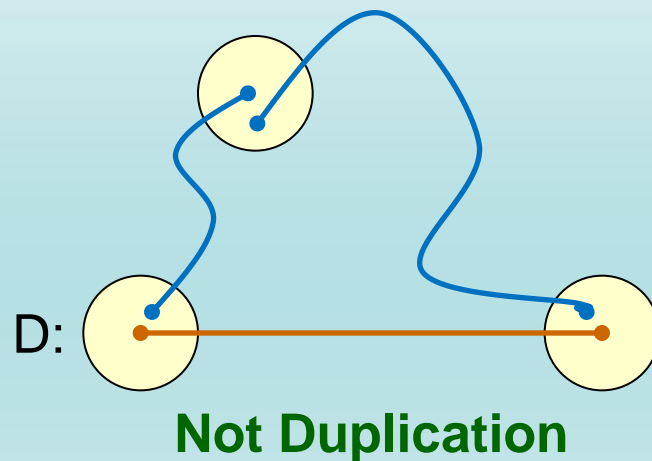
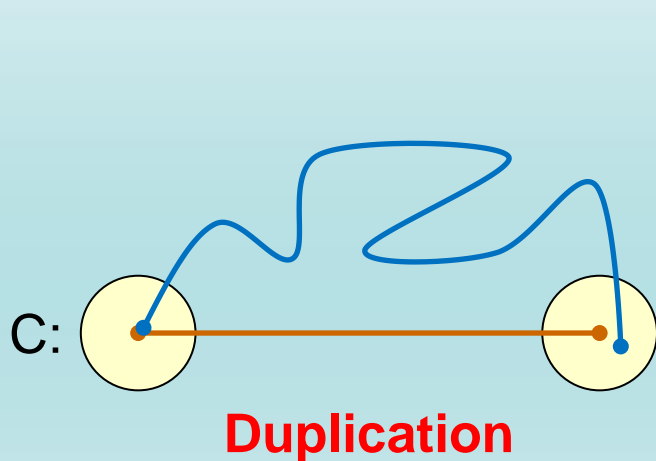
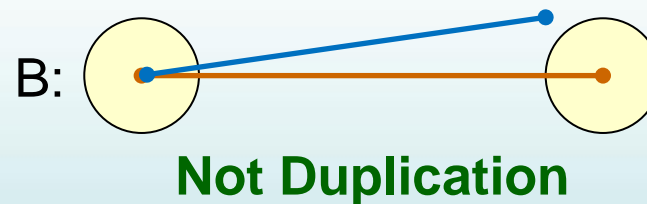
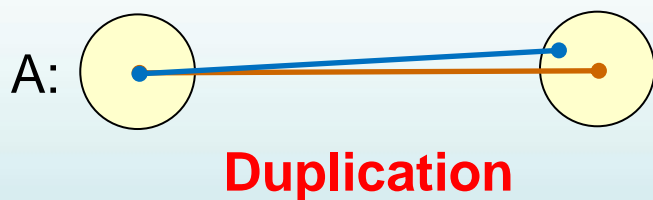
...establishing a shuttle route where there is an **existing transit service stop within 0.5 miles** of the commercial hub or business center and that can be **reached by pedestrians in 20 minutes or less**.

Projects that propose to **increase service frequency** to an area that has existing service may be considered for funding if the increased frequency would reduce the commuter's **average transit wait time to thirty minutes or less**.

* Waiver for projects funded in FYE 2014 cycle may request an exemption from the requirements of Policy 27. D



Appendix A: Duplication Examples





Appendix A: Duplication Examples, cont.



Average wait time = 15 min

E:



Average wait time = 10 min

Duplication

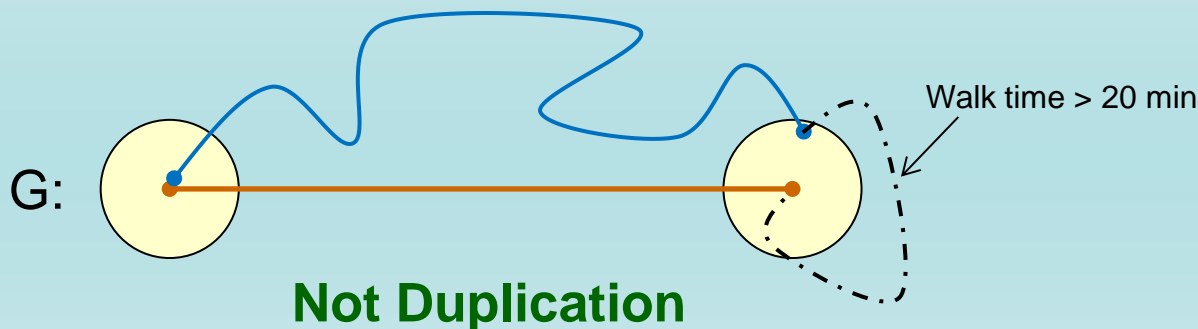
Average wait time = 45 minutes

F:



Average wait time = 10 min

Not Duplication





Appendix A: Pilot Shuttle/Feeder Bus (#28)

- Defined as a route that is at least 70% unique
- Applicant must provide documentation to support the need for new service and a plan for financing the service in the future

- Cost Effectiveness Limits:

	In CARE areas or PDAs	All Other Projets
Year 1	\$500,000/ton	\$200,000/ton
Year 2	\$200,000/ton	\$125,000/ton
Year 3	\$125,000/ton	-

- Must comply with all other applicable requirements in Policy #27



Appendix A: Regional Ridesharing (#29)

- For services that facilitate trip reduction (e.g., maintaining a ridesharing/carpooling website)
- Projects must be comprised of riders from **at least five** Bay Area counties
- No one county may account for more than **80%** of all riders
- Cost effectiveness limit = \$90,000 (Policy 2)





Appendix A: Cost Effectiveness (#2)

$$CE = \frac{\text{TFCA \$ awarded}}{\text{Tons of NO}_x + \text{ROG} + (\text{PM}_{10} * 20) \text{ reduced}}$$

Cost Effectiveness: Ratio of TFCA funds awarded divided by the total tons of reactive organic gases (ROG), oxides of nitrogen (NO_x), and weighted particulate matter (PM₁₀) *reduced* over project useful life.

Appendix A: Cost Effectiveness Calculation

Tons of NO_x +
ROG +
(PM₁₀*20) reduced

=

Step 1
Emissions
reduced from
eliminated
auto trips

-

Step 2
New emissions
from auto trips
to transit
station

+

Step 3
Emissions
from shuttle
vehicles

Emission Reduction Calculations

Step 1 - Emissions for Eliminated Trips

A	B	C	D	E	F	G	H	I
# Trips/Day (1-way)	Days/Yr	Trip Length (1-way)	VMT	ROG Emissions (gr/yr)	NOx Emissions (gr/yr)	Exhaust & Trip End PM10 Emissions (gr/yr) *	Other PM10 Emissions (gr/yr) *	CO2 Emissions (gr/yr)
100	250	16	400,000	94,075	92,675	6,800	81,600	235,806,658
500.0	250	16	2,000,000	470,375	463,375	34,000	408,000	679,033,288
Total			2,000,000	470,375	463,375	34,000	408,000	679,033,288

Step 2 - Emissions for New Trips to Access Transit/Ridesharing

50	250	3	37,500	16,488	11,725	800	7,650	12,731,874
120.00	250	3	90,000	39,570	28,140	1,920	18,360	30,556,498
Total			90,000	39,570	28,140	1,920	18,360	30,556,498

Step 3A - Emissions for Shuttle/Vanpool Vehicles up to GVW of 14,000 lbs.

A	B	C	D	E	F	G	H	I	J	K	L	M	N
See Emission Factor Tab, ARB Table 2 or 7													
# Vehicles, Model Year	Emission Std.	Vehicle GVW	ROG Factor (g/mi)	NOx Factor (g/mi)	Exhaust PM10 Factor (g/mi)	Total PM10 Factor (g/mi)	CO2 Factor (g/mi) (See CO2 Table for LD and LHD)	Total Annual VMT (sum all vehicles)	ROG Emissions (gr/yr)	NOx Emissions (gr/yr)	Exhaust PM10 Emissions (gr/yr)	Other PM10 Emissions (gr/yr)	CO2 Emissions (gr/yr)
2, 2005	LEV	10,001-14,000	0.23	0.40	0.12	0.32	860	8000	1,840	3,200	960	1,600	6,880,000
									0	0	0	0	0
Total									0	0	0	0	0

Step 3B - Emissions for Buses

A	B	C	D	E	F	G	H	I	J	K	L	M	N
See Emission Factors Tab, Emissions for Buses Table													
# Vehicles	Engine Year, Make, & Model	Retrofit Device Name	ROG Factor (gr/mi)	NOx Factor (g/mi)	Exhaust PM10 Factor (g/mi)	Other PM10 Factor (g/mi)	CO2 Factor (g/mi)	Total Annual VMT (sum all vehicles)	ROG Emissions (gr/yr)	NOx Emissions (gr/yr)	Exhaust PM10 Emissions (gr/yr)	Other PM10 Emissions (gr/yr)	CO2 Emissions (gr/yr)
1	2010 Diesel	n/a	0.19	0.74	0.03	0.139		30000	5,700	22,200	981	4,170	0
Total									30,000	5,700	22,200	981	4,170

Vehicle Effect on Cost Effectiveness (2010 Diesel)

RIDESHARING, BICYCLE, SHUTTLE, AND SMART GROWTH PROJECTS

FYE 2014 TFCA Regional Fund Worksheet

Version 1.0, updated 2/6/14

Regional Fund Proj. #:

Route Name:

Cost Effectiveness Inputs

# Years Effectiveness:	1
Total Project Cost	\$350,000
TFCA Cost 40%:	
TFCA Cost 60%:	\$250,000
Total TFCA Cost:	\$250,000

Calculations Tab: Complete areas shaded in yellow only.

SAMPLE ENTRIES ARE SHOWN IN LIGHT BLUE

**2010 Diesel:
\$122,780/ton**

Emission Reduction Calculations

Step 1 - Emissions for Eliminated Trips

A	B	C	D	E	F	G	H	I
# Trips/Day (1-way)	Days/Yr	Trip Length (1-way)	VMT	ROG Emissions (gr/yr)	NOx Emissions (gr/yr)	Exhaust & Trip End PM10 Emissions (gr/yr) *	Other PM10 Emissions (gr/yr) *	CO2 Emissions (gr/yr)
100	250	16	400,000	94,075	92,675	6,800	81,600	135,806,658
500.0	250	16	2,000,000	470,375	463,375	34,000	408,000	679,033,288
		Total	2,000,000	470,375	463,375	34,000	408,000	679,033,288

Step 2 - Emissions for New Trips to Access Transit/Ridesharing

A	B	C	D	E	F	G	H	I
# Trips/Day (1-way)	Days/Yr	Trip Length (1-way)	VMT	ROG Emissions (gr/yr)	NOx Emissions (gr/yr)	Exhaust & Trip End PM10 Emissions (gr/yr) *	Other PM10 Emissions (gr/yr) *	CO2 Emissions (gr/yr)
50	250	3	37,500	16,488	11,725	800	7,650	12,731,874
120.00	250	3	90,000	39,570	28,140	1,920	18,360	30,556,498
		Total	90,000	39,570	28,140	1,920	18,360	30,556,498

Step 3B - Emissions for Buses

A	B	C	D	E	F	G	H	I	J	K
			See Emission Factors Tab, Emissions for Buses Table							
# Vehicles	Engine Year, Make, & Model	Retrofit Device Name	ROG Factor (gr/mi)	NOx Factor (g/mi)	Exhaust PM10 Factor (g/mi)	Other PM10 Factor (g/mi)	CO2 Factor (g/mi)	Total Annual VMT (sum all vehicles)	ROG Emissions (gr/yr)	NOx Emissions (gr/yr)
1	2010 Diesel	n/a	0.19	0.74	0.03	0.139		30000	5,700	22,200
							Total	30,000	5,700	22,200

Cost Effectiveness Results

	Annual	Lifetime	
1. VMT Reduced	1,880,000	1,880,000	Miles
2. Trips Reduced	95,000	95,000	Trips
3. ROG Emissions Reduced	0.47	0.47	Tons
4. NOx Emissions Reduced	0.46	0.46	Tons
5. PM Emissions Reduced	0.46	0.46	Tons
6. PM Weighted Emissions Reduced	1.11	1.11	Tons
7. CO2 Emissions Reduced	714.8	714.8	Tons
8. Emission Reductions (ROG, NOx & PM)	1.38	1.38	Tons
9. TFCA Project Cost - Cost Effectiveness (ROG, NOx & PM)			/Ton
10. TFCA Project Cost - Cost Effectiveness (ROG, NOx & Weighted PM). THIS VALUE MUST MEET POLICY REQUIREMENTS.		\$122,780	/Ton

Vehicle Effect on Cost Effectiveness (2007 Diesel)

RIDESHARING, BICYCLE, SHUTTLE, AND SMART GROWTH PROJECTS

FYE 2014 TFCA Regional Fund Worksheet

Version 1.0, updated 2/6/14

Regional Fund Proj. #:

Route Name:

Cost Effectiveness Inputs

# Years Effectiveness:	1
Total Project Cost	\$350,000
TFCA Cost 40%:	
TFCA Cost 60%:	\$250,000
Total TFCA Cost:	\$250,000

Calculations Tab: Complete areas shaded in yellow only.

SAMPLE ENTRIES ARE SHOWN IN LIGHT BLUE

Emission Reduction Calculations

Step 1 - Emissions for Eliminated Trips

A	B	C	D	E	F	G	H	I
# Trips/Day (1-way)	Days/Yr	Trip Length (1-way)	VMT	ROG Emissions (gr/yr)	NOx Emissions (gr/yr)	Exhaust & Trip End PM10 Emissions (gr/yr) *	Other PM10 Emissions (gr/yr) *	CO2 Emissions (gr/yr)
100	250	16	400,000	94,075	92,675	6,800	81,600	135,806,658
500.0	250	16	2,000,000	470,375	463,375	34,000	408,000	679,033,288
Total			2,000,000	470,375	463,375	34,000	408,000	679,033,288

Step 2 - Emissions for New Trips to Access Transit/Ridesharing

A	B	C	D	E	F	G	H	I
# Trips/Day (1-way)	Days/Yr	Trip Length (1-way)	VMT	ROG Emissions (gr/yr)	NOx Emissions (gr/yr)	Exhaust & Trip End PM10 Emissions (gr/yr) *	Other PM10 Emissions (gr/yr) *	CO2 Emissions (gr/yr)
50	250	3	37,500	16,488	11,725	800	7,650	12,731,874
120.00	250	3	90,000	39,570	28,140	1,920	18,360	30,556,498
Total			90,000	39,570	28,140	1,920	18,360	30,556,498

Step 3B - Emissions for Buses

A	B	C	D	E	F	G	H	I	J	K
See Emission Factors Tab, Emissions for Buses Table										
# Vehicles	Engine Year, Make, & Model	Retrofit Device Name	ROG Factor (gr/mi)	NOx Factor (g/mi)	Exhaust PM10 Factor (g/mi)	Other PM10 Factor (g/mi)	CO2 Factor (g/mi)	Total Annual VMT (sum all vehicles)	ROG Emissions (gr/yr)	NOx Emissions (gr/yr)
1	2007 Diesel	n/a	0.23	4.01	0.03	0.139		30000	6,900	120,300
Total								30,000	6,900	120,300

Cost Effectiveness Results

	Annual	Lifetime	
1. VMT Reduced	1,880,000	1,880,000	Miles
2. Trips Reduced	95,000	95,000	Trips
3. ROG Emissions Reduced	0.47	0.47	Tons
4. NOx Emissions Reduced	0.35	0.35	Tons
5. PM Emissions Reduced	0.46	0.46	Tons
6. PM Weighted Emissions Reduced	1.11	1.11	Tons
7. CO2 Emissions Reduced	714.8	714.8	Tons
8. Emission Reductions (ROG, NOx & PM)	1.27	1.27	Tons
9. TFCA Project Cost - Cost Effectiveness (ROG, NOx & PM)		\$196,250	/Ton
10. TFCA Project Cost - Cost Effectiveness (ROG, NOx & Weighted PM). THIS VALUE MUST MEET POLICY REQUIREMENTS.		\$129,755	/Ton

2010 Diesel:
\$122,780/ton

2007 Diesel:
\$129,755/ton

Vehicle Effect on Cost Effectiveness (2003 Diesel)

RIDESHARING, BICYCLE, SHUTTLE, AND SMART GROWTH PROJECTS					Cost Effectiveness Inputs					
FYE 2014 TFCA Regional Fund Worksheet		Regional Fund Proj. #:		# Years Effectiveness:	1					
Version 1.0, updated 2/6/14		Route Name:		Total Project Cost	\$350,000					
Calculations Tab: Complete areas shaded in yellow only.					TFCA Cost 40%:					
SAMPLE ENTRIES ARE SHOWN IN LIGHT BLUE					TFCA Cost 60%:	\$250,000				
					Total TFCA Cost:	\$250,000				
Emission Reduction Calculations										
Step 1 - Emissions for Eliminated Trips										
A	B	C	D	E	F	G	H	I		
# Trips/Day (1-way)	Days/Yr	Trip Length (1-way)	VMT	ROG Emissions (gr/yr)	NOx Emissions (gr/yr)	Exhaust & Trip End PM10 Emissions (gr/yr) *	Other PM10 Emissions (gr/yr) *	CO2 Emissions (gr/yr)		
100	250	16	400,000	94,075	92,675	6,800	81,600	135,806,658		
500.0	250	16	2,000,000	470,375	463,375	34,000	408,000	679,033,288		
Total			2,000,000	470,375	463,375	34,000	408,000	679,033,288		
Step 2 - Emissions for New Trips to Access Transit/Ridesharing										
50	250	3	37,500	16,488	11,725	800	7,650	12,731,874		
120.00	250	3	90,000	39,570	28,140	1,920	18,360	30,556,498		
Total			90,000	39,570	28,140	1,920	18,360	30,556,498		
Step 3B - Emissions for Buses										
A	B	C	D	E	F	G	H	I	J	K
See Emission Factors Tab, Emissions for Buses Table										
# Vehicles	Engine Year, Make, & Model	Retrofit Device Name	ROG Factor (gr/mi)	NOx Factor (g/mi)	Exhaust PM10 Factor (g/mi)	Other PM10 Factor (g/mi)	CO2 Factor (g/mi)	Total Annual VMT (sum all vehicles)	ROG Emissions (gr/yr)	NOx Emissions (gr/yr)
1	2003 Diesel	n/a	0.27	11.64	0.25	0.139		30000	8,100	349,200
Total								30,000	8,100	349,200
Cost Effectiveness Results										
			Annual	Lifetime						
1.	VMT Reduced		1,880,000	1,880,000	Miles					
2.	Trips Reduced		95,000	95,000	Trips					
3.	ROG Emissions Reduced		0.47	0.47	Tons					
4.	NOx Emissions Reduced		0.09	0.09	Tons					
5.	PM Emissions Reduced		0.45	0.45	Tons					
6.	PM Weighted Emissions Reduced		0.97	0.97	Tons					
7.	CO2 Emissions Reduced		714.8	714.8	Tons					
8.	Emission Reductions (ROG, NOx & PM)		1.01	1.01	Tons					
9.	TFCA Project Cost - Cost Effectiveness (ROG, Nox & PM)			\$246,000	/Ton					
10.	TFCA Project Cost - Cost Effectiveness (ROG, NOx & Weighted PM). THIS VALUE MUST MEET POLICY REQUIREMENTS.			\$163,659	/Ton					

2010 Diesel:
\$122,780/ton

2007 Diesel:
\$129,755/ton

2003 Diesel:
\$163,659/ton



Appendix A: Evaluation Criteria (pg. 10)

60% of funding available is reserved for:

- Projects in Highly Impacted Communities or Episodic Areas as defined in the Air District Community Air Risk Evaluation (CARE) Program
- Priority Development Areas



Appendix B: Eligible TFCA Costs

- **Project Implementation Costs** – charges associated with implementing a TFCA-funded project
 - Documented hourly labor charges related to implementation of TFCA project
 - Equipment maintenance costs
 - Shuttle operation costs
 - Contractor labor charges related to TFCA project
 - Indirect project implementation costs
- **Administrative Project Costs** – costs associated with administration of the TFCA grant funding
 - Costs associated with administering the TFCA Funding Agreement
 - Accounting for TFCA funds
 - Fulfilling monitoring, reporting, and record-keeping requirements
 - Indirect administrative costs associated with administering the project



Appendix C: Application Submittal Instructions

- Fill out and submit the online application, **AND**
- Submit **one (1) hard copy** of the completed, printed-out online application and supporting documentation to:

Karen M. Schkolnick
District Grant Programs Manager
Strategic Incentives Division
Bay Area Air Quality Management District
939 Ellis Street; San Francisco, CA 94109



Appendix D: Insurance Requirements

Project Type	Insurance Required
Operation of Shuttles and Vanpools	<ul style="list-style-type: none">• Commercial General Liability• Automobile Liability• Automobile Physical Damage• Workers Compensation
Other Ridesharing Operations	<ul style="list-style-type: none">• Commercial General Liability



Grant Application Instructions

Shuttle/Feeder Bus Service & Regional Ridesharing Projects


Online Application Part 1: Summary Information & Schedule

Shuttle/Feeder Bus Projects

Page: 1|2|3|4|5

☐ Save my progress and resume later | [Resume a previously saved form](#)

PART 1. SUMMARY INFORMATION





BAY AREA
AIR QUALITY
MANAGEMENT
DISTRICT


GRANT APPLICATION
TFCA REGIONAL FUND PROGRAM
SHUTTLE/FEEDER BUS PROJECTS
FYE 2015

NOTE: This application will work best using Google Chrome or Mozilla Firefox browsers.

Legal Name of Applicant Organization *

Name of Project  *

Total Project Cost (\$)  0

Total TFCA Regional Funding Requested (\$)  0

Mailing Address:

Street or P.O. Box Address *

City *

County *

Application Part 2: Detailed Information

Provide a project budget below, broken out by operation and administrative costs (for TFCA Regional Funds) and operation costs only (for Matching Funds). Any other costs should be excluded from the project budget. If match funding is derived from more than a single source, specify each funding source and the amount of match funds on a separate line.

TFCA Regional Funds Line Item

TFCA Regional Funds Line Item		Estimated Cost (\$)	Source
Item	Shuttle Operation	<input type="text"/>	TFCA Regional Funds
Item	Administrative	<input type="text"/>	TFCA Regional Funds

Total TFCA Regional Funds for Route (\$) 0.00


Matching Funds Line Item † (if necessary, add additional lines)


Matching Funds Line Item		Estimated Cost (\$)	Source	
Item	Shuttle Operation	<input type="text"/>	<input type="text"/>	Add line item

Operating costs for matching funds only

Application Part 2: Uploads

UPLOAD:

Map of Route  * No file chosen

Schedule of Route  No file chosen

NOTE: the Project scope must include peak-hour operations only, as defined by Policy #27. Highlight the sections of the schedule to be included in the scope of the Project.



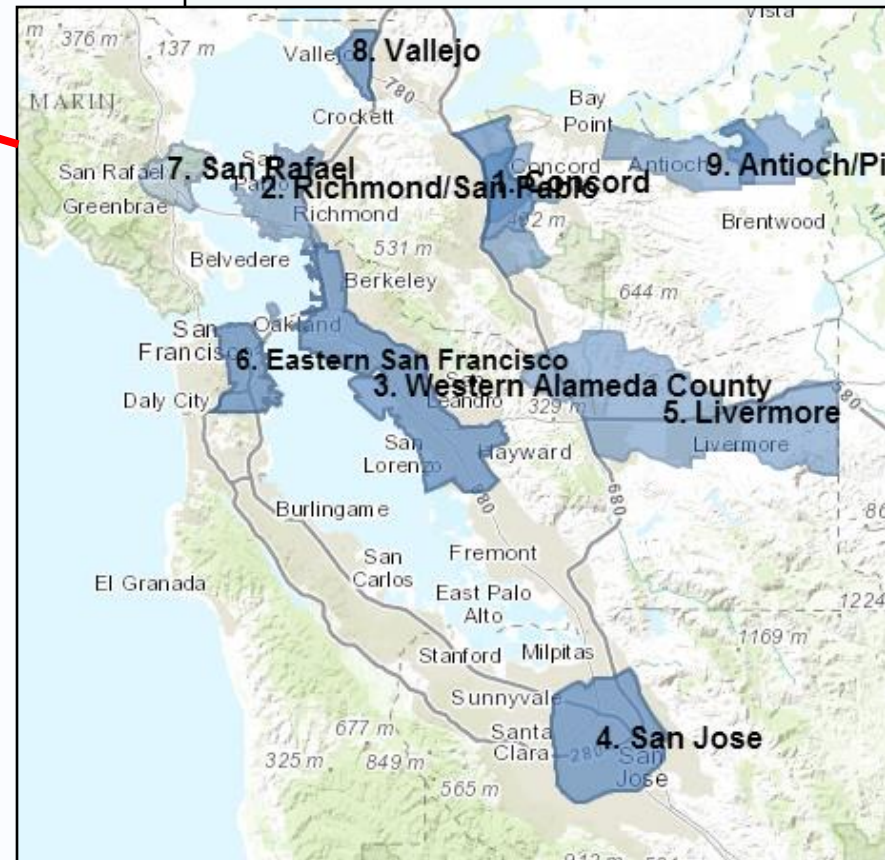
Application Part 2: Highly Impacted Communities

Estimate the % of time spent in each zone

Will the service operate in a Bay Area Highly Impacted Community? * ☒ Yes ☐ No

If "yes", using this map or this online map, indicate the percentage of time each route project will operate in a Highly Impacted Community area. Use the "zoom in" tool to enlarge the map to identify boundaries.

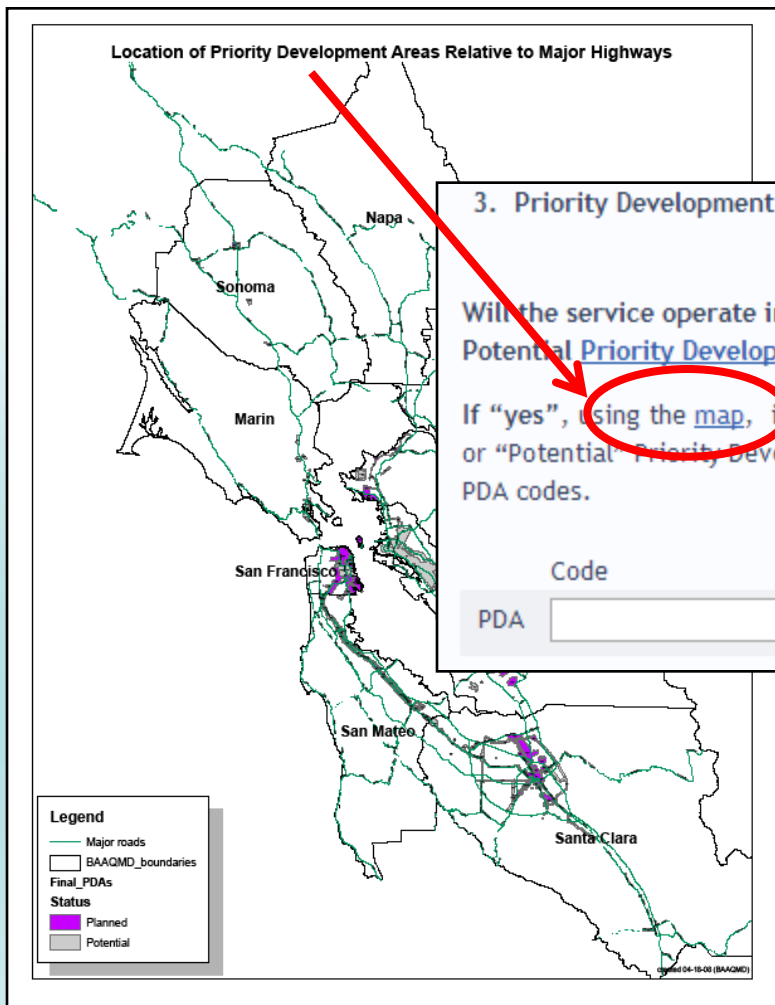
Zone #	Percent Operation
1 Concord	<input type="text" value="0"/>
2 Richmond/San Pablo	<input type="text" value="0"/>
3 Western Alameda County	<input type="text" value="0"/>
4 San Jose	<input type="text" value="0"/>
5 Livermore	<input type="text" value="0"/>
6 Eastern San Francisco	<input type="text" value="0"/>
7 San Rafael	<input type="text" value="0"/>
8 Vallejo	<input type="text" value="0"/>
9 Antioch/Pittsburg	<input type="text" value="0"/>
Total (Maximum 100%) 0.00	





Application Part 2: Priority Development Areas

Estimate the % of time spent in each area



3. Priority Development Area

Will the service operate in a designated Planned or Potential Priority Development Area (PDA)? *

☒ Yes ☐ No

If "yes", using the map, indicate in the table below the percentage of time the project will operate in a "Planned" or "Potential" Priority Development Area. Use the "zoom in" tool to enlarge the map to best identify boundaries and PDA codes.

Code	Percent Operation	PDA Type
PDA <input type="text"/>	<input type="text"/>	Please select... <input type="button" value="Add another PDA"/>



Application Part 2: ADA requirement, additional routes

All routes must meet the requirements of the Americans with Disabilities Act:

5. The proposed project (shuttle service) is included in the applicant's federally-approved paratransit plan, prepared in accordance with the requirements of the Americans with Disabilities Act. *

☐ Yes ☐ No

[ADD ANOTHER ROUTE](#)

For projects with multiple routes, click here to add additional routes.

Application Part 3: Checklist

All shuttle/feeder bus projects:

- ☐ Documentation for all matching funds that will be applied to the project.
- ☐ A signed **Print out and check boxes** submittal of the application identifying the individual authorized to submit and carry out the proposal.
- ☐ Printed raw survey data (exported in an Excel spreadsheet).
- ☐ Document showing methodology for all calculations used, including assumptions and equations.
- ☐ Documents for each vehicle that will be providing service including
 - ☐ 1) A copy of the vehicle's current Department of Motor Vehicle (DMV) registration,
 - ☐ 2) Executive Order for engine, and
 - ☐ 3) Executive Order of retrofit device, if applicable.
- ☐ A map and schedule for each service route.
- ☐ Documentation that the project complies with TFCA Policy #27 if the applicant is not a transit agency (see Appendix A in Grant Application Guidance).

In addition:

Existing shuttle/feeder bus projects:

- ☐ Data showing ridership for the past three (3) years.

Pilot shuttle/feeder bus projects:

- ☐ Documentation showing demand for the service including letters of support from potential users and providers.
- ☐ A description of plans for self-financing/funding this service in future years. Include letters of support from potential users and financial supporters.

Application Part 4: Certification & Survey

PART 4. CERTIFICATION AND SURVEY

Applicant must read and initial each item below to indicate understanding and agreement:

I understand that this application is for evaluation purposes only and not for funding.
Initial: _____

Print out and initial

I certify that the proposed project and the emission reductions that would be realized from it are not required by any federal, state or local regulation, judicial order, agreement, memorandum of understanding, contract, mitigation requirement, or other binding obligation that requires the project applicant to implement any portion of the project.
Initial: _____

I certify that all matching funds have been disclosed and that this application is for service, equipment/ vehicle(s)/ engine(s) that neither have been already been funded, nor are currently under consideration for funding by another air district, the California Air Resources Board (ARB) or by another public agency.
Initial: _____

I certify that to the best of my knowledge, the information contained in this application and in any documentation accompanying this application or submitted in furtherance of this application is true and accurate and I understand that any misstatements or omissions of material facts may disqualify this grant application and any monies awarded based on it.
Initial: _____

I certify, to the best of my knowledge, that the Project complies with all vehicular and service requirements for fixed route systems, demand responsive systems, or other designated public transportation that are prescribed in (Titles II and III of) the Americans with Disabilities Act (42 U.S.C. 12101 et seq.) and its accompanying regulations and are applicable to the Project.
Initial: _____

I understand and agree that no costs funded by this program can be incurred until after the notice of award and after a funding agreement is executed between the project sponsor (grantee) and the Air District.
Initial: _____



Helpful Hints

- Project provides service using the best available and cleanest technology vehicle(s)
- Applicant requests relatively few grant funds for the Project
- Shuttle route is relatively short in distance and provides service to a relatively large % of riders that otherwise would have driven alone



Timeline

- **August 11, 2014** – Applications due date
- **August 12, 2014** – Air District begins review of applications
- **September 15, 2014** – Board resolutions due date
- Awards over \$100,000 will be considered by the Board on:
 - **October 2014 (tentative)** - Mobile Source Committee
 - **November 2014 (tentative)** - Board of Directors
- **Mid-November 2014 (tentative)** - Funding agreements generated



Project Timeline

Project Timing

- Projects must start in CY 2015 (may not begin until funding agreement is executed)
- Maximum of two years of operating funds (for projects requesting up to \$100,0000)

Payment / Invoicing

- Interim Payments on a quarterly reimbursement basis
- Final Payment after receipt and approval of Final Report

Monitoring and Reporting

- Progress reports due semi-annually every April 15 and October 15
- Final report due 3 months after project completion
- Survey Requirement, see project schedule

Project Closeout

- Project closeout occurs after final payment

Audit and Inspection

- Projects funded by TFCA are subject to independent audit and inspection



Contact Information

Shuttle/Feeder Bus & Ridesharing Projects:

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TFCA Program Updates:

www.baaqmd.gov/tfcaregional

<http://www.baaqmd.gov/Divisions/Strategic-Incentives/Alternative-Transportation/Shuttles-and-Ridesharing.aspx>



QUESTIONS?

